

Minutes of the Board of Directors Meeting

The Society for Investigative Dermatology

May 3, 2010

Atlanta, Georgia

In attendance: Richard Clark, MD (President), Kathy Green, PhD (President-Elect), Tom Lawley, MD (Immediate Past-President), Robert Swerlick, MD (Secretary-Treasurer), Russell Hall, MD (Deputy Secretary-Treasurer), George Stricklin, MD/PhD (Vice President), Victoria Werth, MD (Vice President-Elect), Paul Bergstresser, MD (*JID* Editor), Angela Christiano, PhD, Alexa Kimball, MD, Brian Nickoloff, MD/PhD, Mark Udey, MD/PhD, Lisa Beck, MD, Todd Becker, MD/PhD, Richard Gallo, MD/PhD, Sewon Kang, MD, David Rubenstein, MD/PhD, Richard Eckert, PhD, Anton Stuetz, PhD, Keith Choate, MD/PhD, Carolyn Slade, Rebecca Minnillo, Elizabeth Blalock, and Jim Rumsey

Invited guests: Lowell Goldsmith, MD (SID Scientific and Medical Advisor), Eugene Healy, MD (President, ESDR), and Joyce-Rachel John (Nature Publishing Group)

President Richard Clark called the meeting to order and thanked everyone for their participation. He asked the assembled group to provide introductions of themselves for the benefit of guest incoming Board members who were in attendance.

Minutes

President Clark asked for an approval of the minutes from the Fall 2009 Board of Directors meeting. A motion to approve the minutes was asked for, was made, seconded, and approved.

Dr. Clark next reviewed the President's Report/Executive Committee deliberations from the previous seven months. Dr. Clark indicated that the majority of the items contained in the report were also on the agenda for the day and would be reviewed in more detail throughout the agenda.

Finance-related

Robert Swerlick, Secretary-Treasurer, provided an overview of the almost final 2009 SID Operating Budget figures, the 2010 year-to-date numbers, as well as a current snapshot of the SID assets.

Dr. Clark discussed ongoing development/fund-raising efforts on behalf of the society. He spoke about the ongoing collections from the Board regarding contributions that were agreed upon during the previous Board of Directors Meeting and Rebecca Minnillo, DM, also provided updates regarding corporate/pharmaceutical fund raising.

Journal-related

Paul Bergstresser, *JID* Editor, gave his Editor's Report to the Board. Various topics were discussed, and Dr. Bergstresser and Elizabeth Blalock (*JID* Managing Editor) provided answers to

all inquiries. Items of note included the newly released Impact Factor for the *JID*, the finalization of the new 5-year publishing agreement with Nature Publishing Group (NPG), and the introduction of enforcing word limits in manuscript submissions to the *Journal*.

Invited guest Joyce-Rachel John from NPG presented the Publisher's Report to the Board. Topics discussed included online traffic to the *JID* website, Table of Content Alerts, Site License sales, and a projection for the 2009 royalty to the *JID*.

Nature Publishing also asked the Board if a representative from the SID/*JID* could be enlisted to provide consultation for a future "Dermatogenetics" meeting that they are planning. Angela Christiano, PhD, volunteered her expertise. NPG will be notified of her planned participation.

Educational programs

Dr. Clark reviewed the enclosure in the Board books regarding the Annual Meeting registration figures, final abstract submission numbers, and session information that would be taking place.

There was also group discussion with regard to casting a wider net in attracting different speakers for future programs of the organization. The members of the Committee on Scientific Programs would be asked to look at other speakers as a part of their responsibilities. Another suggestion put forth by the group is to look into adding educational workshops into future meetings. Again, this suggestion would be given to the Scientific Program Committee members.

Lowell Goldsmith, MD, SID Scientific and Medical Advisor, spoke to the Board about the recent comorbidity educational session at the meeting as well as the plans and goals for future comorbidity-related sessions and projects. There appears to be a great deal of enthusiasm for this project, as noted by the Board.

CME-related

Dr. Clark had a discussion with the Board regarding CME accreditation. Russell Hall, MD, also provided historical context of having the meeting accredited and also discussed the relationship between Duke University's CME department and the SID (Duke is the certified provider for the 2010 Annual Meeting).

External relations-related

Anton Stuetz, PhD, addressed the Board regarding feelings he had about industry relationships that the SID has and should be further cultivating. Dr. Stuetz had written an editorial in a

recent issue of the *JID* and took the time to review the editorial in search of ways to further solidify industry relationships.

Jim Rumsey, Executive Director and COO of the SID, provided a report to the Board with regard to the various activities of the two groups (APD and MDS) that the SID provides management services to. The Board was appreciative of the report.

Dr. Minnillo provided updates on collaborations between the SID and the American Academy of Dermatology (AAD), National Institutes of Health (NIH), and Coalition of Skin Diseases (CSD).

Dr. Swerlick brought up the issue of future funding for the Montagna Biology of Skin Meeting that takes place annually in the fall in the western part of the United States. The SID has had a multiyear agreement with the organizers of the meeting to provide support, and that agreement draws to a close in 2011. The Board agreed that the organizers of the meeting should send an RFP to the SID for continued support and the Board would take the request under advisement and ultimately make the decision to continue or discontinue the support.

Invited guest Eugene Healy, MD, President of the ESDR, was on hand to present a report to the Board regarding the activities of the ESDR. Notes included updates on the upcoming ESDR Annual Meeting that would take place in Helsinki, Finland, as well as items related to the IID2013 Meeting in Edinburgh, Scotland.

Dr. Clark read to the group a document sent by the leadership of the JSID regarding the ongoing activities of the Japanese society.

Administrative office-related

Dr. Clark reviewed the SID administrative staff roster, which included the newest SID staff member, Tracy Martin.

SID governance-related

Dr. Swerlick then reviewed the ongoing progress of restructuring the existing SID committees. A timeline regarding the background, work done to date, and next steps were reviewed.

Dr. Clark reviewed with the group the summary of proposed changes to the SID bylaws. After entertaining discussion on some of the changes, a motion was asked for to approve the proposed changes. The motion was seconded and approved with no dissensions.

Dr. Hall discussed the ongoing status of crafting a Conflict of Interest (COI) statement for the Board and pertinent committee members of the SID to sign. An *ad hoc* committee comprising Dr. Hall, Lowell Goldsmith, George Stricklin, and John Stanley has met to put together an all-encompassing form.

Dr. Hall reviewed the timelines associated with both the Secretary-Treasurer and the *JID* Editor search. The process is moving along according to schedule.

Dr. Goldsmith provided an update on the ongoing activities of the History Project and reviewed the timelines associated with this committee.

Dr. Hall told the Board that the SID Audit Committee was being reenergized and that an RFP for a full audit of fiscal year 2010 was being planned. There was discussion on the differences between a compilation audit versus a full audit. The board was pleased to hear that the committee was going to be active.

Dr. Clark reviewed the list of those who are new members of the Society and, after review of the names, asked for a motion to approve the slate of new members. A motion was made, seconded (all in favor), and approved.

Dr. Clark also reviewed the reports from the SID Standing Committees (Finance, Audit, Membership, Scientific Programs, Nominations, and Education).

Strategic thinking

Dr. Clark introduced a session for the Board to collaborate and have thoughtful discussions about future strategic issues that may affect the SID. Topics of discussion included items pertaining to the IID2013 meeting in Edinburgh, the future of IID meetings beyond IID2013, potential issues facing the *JID*, suggestions for future SID Annual Meetings, membership-related costs and items for potential discussion by the Membership Committee, and a look ahead at the Retreat for Future Academicians program.

With no further business to discuss, the Board of Directors met in Executive Session.

With Executive Session completed, a motion to close the Board of Directors meeting was made, seconded (all in favor), and approved.

Minutes of the Board of Directors Meeting

The Society for Investigative Dermatology

May 8, 2010

Atlanta, Georgia

In attendance: Kathy Green, PhD (President), Kim Yancey, MD (President-Elect), Richard Clark, MD (Immediate Past-President), Bob Swerlick, MD (Secretary-Treasurer), Russell Hall, MD

(Deputy Secretary-Treasurer), Vicky Werth, MD (Vice President), Paul Bergstresser, MD (*JID* Editor), Lowell Goldsmith, MD (SID Scientific and Medical Advisor), Mark Udey, MD/PhD, Richard

Gallo, MD/PhD, Elizabeth Blalock, Todd Becker, MD/PhD, Alexa Kimball, MD, Jodi Johnson, PhD, Andrew Kowalczyk, PhD, Brian Nickoloff, MD/PhD, Joyce Rico, MD, Angela Christiano, Carolyn Slade, Rebecca Minnillo, DM, and Jim Rumsey

President Kathy Green opened the meeting with welcoming comments. Dr. Green also introduced the new officers and directors to those in attendance.

Minutes

Jim Rumsey, Executive Director, Chief Operating Officer, provided the assembled group with an update of the Annual Meeting statistics (registration figures, high points, etc.).

Discussions were held regarding commercial support of the meeting and what the future landscape for this might look like.

Dr. Green reviewed the proposed timelines for the Committee on Scientific Programs to begin their tasks associated with the 2011 SID Annual Meeting and encouraged the board to provide suggestions to the committee on future speakers/named lecturers.

The administrative office staff was asked to change the language in both online and print materials from Fellow to Post-Doc Fellow.

With no further business to discuss, a motion to adjourn the meeting was made, seconded (all in favor), and approved.

Minutes of the Board of Directors Meeting

The Society for Investigative Dermatology

October 8, 2010

Chicago, Illinois

In attendance: Kathleen J. Green, PhD (President), Kim Yancey, MD (President-Elect), Richard Clark, MD (Immediate Past-President), Robert Swerlick, MD (Secretary-Treasurer), Russell Hall, MD (Deputy Secretary-Treasurer), Victoria Werth, MD (Vice President), Paul Bergstresser, MD (*JID* Editor), Angela Christiano, PhD, Jodi Johnson, PhD, Andrew Kowalczyk, PhD, Alexa Kimball, MD, Robert Modlin, MD, Brian Nickoloff, MD/PhD, David Rubenstein, MD/PhD, Mark Udey, MD/PhD, Lisa Beck, MD, Elizabeth Blalock, Rebecca Minnillo, DM/MPA, Jim Rumsey, and Carolyn Slade

Unable to attend: Todd Becker, MD, Richard Eckert, PhD, Richard Gallo, MD/PhD

Invited guests: Lowell Goldsmith, MD (SID Scientific and Medical Advisor), Steven Ottogalli, and Kathy Lyons (Nature Publishing Group)

Kathleen Green called the meeting to order and thanked the group for their efforts. She asked the assembled group to provide introductions of themselves for the benefit of guest incoming Board members.

Minutes

President Green asked for an approval of the minutes from the Spring 2010 Board of Directors meeting. A motion to approve the minutes was made, seconded, and approved. She then reviewed the President's Report/Executive Committee deliberations from the previous seven months. She explained that most of the topics were incorporated into the agenda for the day, especially the strategic thinking session in the afternoon.

Conflict of Interest

Russell Hall, Deputy Secretary-Treasurer, reviewed the SID Conflict of Interest (COI) statement and asked if any Board member had a conflict to declare. None were reported. He then updated the Board on efforts to develop a comprehensive COI policy and disclosure statement for the Board, staff, and Committee members. An *ad hoc* committee comprising Dr. Hall, Lowell Goldsmith, George Stricklin, and John Stanley developed the drafts that were presented to the Board for comment.

A list of edits and revisions was compiled to reflect consistent definitions and terms across all three versions; Dr. Hall agreed to incorporate all revisions and distribute a revised draft electronically for Board approval. The COI policies would be formally in place for the May 2011 Board Meeting.

Finance

Jim Rumsey reviewed highlights of the 2010 Operating Budget and the net change in assets from the prior fiscal year. The 2011 budget submitted by the Committee on Finance was reviewed and a motion to approve it was set forth, seconded, and approved. The Board commended Mr. Rumsey and the staff for their ability to operate at high productivity on a lean budget.

Joyce Rico reviewed the plans for the Committee on Finance to develop strategies to maximize revenue and allocation of any surplus in a given fiscal year. She informed the Board that the Committee would develop a draft policy on Operating Guidelines/Principles and present it in May 2011. They will follow standards of transparency in accounting and reporting processes.

The efforts are part of a larger discussion that includes empowerment of the Committee to act based on approved guidelines. An important aspect of the plan is to set up and follow a review schedule. Victoria Werth gave the Board an overview of Audit Committee activity. A regular two-year cycle has been established: a compilation followed by a full audit (cost approximately \$20K). The proposals submitted in response to the RFP will be reviewed and an audit firm chosen.

Robert Swerlick reviewed projections for fiscal year 2010, including actuals through August. Based on these figures, a significant surplus—nearly \$200K—was projected by year end.

Development

Rebecca Minnillo presented a recap of fund-raising efforts for 2010 (up \$33.5k to budget), along with the proposal for 2011 efforts. The plan included new strategies, including identification of new commercial partners and attempts to secure additional travel fellowship funds. Because of ACCME Guidelines, additional coordination measures have been put in place. The proposal listed several organizations, and the Board was asked to suggest additional commercial support sources for the coming years, based on their product pipeline.

Journal-related

Paul Bergstresser, *JID* Editor, gave his report to the Board. Various topics were discussed, and Dr. Bergstresser and Elizabeth Blalock (*JID* Managing Editor) provided answers to all inquiries.

Invited guests Steven Ottogalli and Kathy Lyons from Nature Publishing Group (NPG) presented the Publisher's Report to the Board. Topics discussed included online traffic to the *JID* website, Table of Content Alerts, Site License sales, and a projection for the 2010 royalty to the SID for the *Journal*. The Board requested that NPG share demographics by country of eToC subscribers and investigate a process to automate posting of *JID* articles with NIH funding on PMC (a process already in place with select NPG journals).

Drs. Green and Hall spoke about the Editor Search Committee (John Stanley, Chair). A total of six candidates have expressed interest and intent to submit a full proposal (due by January 15, 2011). The Committee is developing a proposal template and other materials to send to the candidates to help them prepare their proposals.

Educational programs

Dr. Hall and Dr. Swerlick provided the Board with updates regarding the 2010 Annual Meeting held in Atlanta. The placement of the Resident Retreat adjacent to the start of the Annual Meeting was both efficient and effective and will be repeated for 2011. Information collected in a postmeeting survey instrument was shared with the Committees on Scientific Programs and Education; responses included suggestions for future content, logistics, and technical issues.

The Board reviewed a report from the Committee on Scientific Program Chairs, Drs. JT Elder and Michael Girardi. It detailed proposed changes to the review process, assignment and

implementation of new sessions (including a Workshop and Symposium), and inclusion of ancillary groups with similar research interests. The report relayed progress on the selection of Invited and State-of-the-Art Plenary speakers.

Dr. Green reviewed the first Post-Doc Luncheon that took place during the 2010 Annual Meeting. Dr. Minnillo added that the postmeeting survey results indicated that attendees found the session to be informative and ranked it highly. Dr. Green went on to recount plans under way for a Mentor Luncheon during the 2011 Annual Meeting.

CME

Dr. Hall reviewed the process for providing CME at the Annual Meeting and echoed the view of staff that working with Duke CME was a real value and that the application was ready for submission to Duke Office of CME to serve as accredited provider for 2011. The Board agreed to proceed as suggested.

Affiliates

Dr. Swerlick provided an overview of the ongoing discussions with the ESDR and JSID regarding the current IID format. A major concern of the sister organizations is one of the other societies holding a competing meeting during the IID year. Recent discussions centered on the formation of a Tri-Board governing entity; all three organizations would promote the joint meeting and share in the organizing and management.

Each society will name two representatives for the Planning Committee; for the SID it was decided that the Secretary-Treasurer and President would participate. The first time this new governance will take effect is 2028. A motion was put forth not to hold a competing abstract-driven meeting in an IID year (not the SID's); the motion was seconded and unanimously approved.

The Board reviewed a request from Montagna Symposium (MS). After deliberation, it was decided that the Secretary-Treasurers would contact the MS and inform them that SID will support MS at rate of \$9K/year on a year-to-year basis (pending the continued securement of Kligman funds); include in-kind contribution of *JID* Editorial support in response letter (approximately \$10K "value"); request reporting mechanism developed by MS for SID Board, including the process for identifying "Liaisons to SID Board"; and post list of Farber Awardees at SID meeting.

Outreach

Dr. Swerlick recapped ongoing collaborations with the AAD on a number of projects. Those include joint sponsorship of the Co-Morbidity Project and continued participation in AAD Leadership Institute programs. The AAD is also in the early stages of developing a comprehensive research agenda for the specialty.

Drs. Green and Minnillo relayed plans to conduct survey of SID Members to identify those eligible/willing to serve on Study Sections; this was in response to a request from the Center for Scientific Review. The survey will be deployed in the coming weeks.

Mr. Rumsey reviewed a written report of the Managed Groups;

overall, both the APD and the MDS are running smoothly and maintaining a steady membership base. Dr. Hall reviewed a summary document prepared by Mr. Rumsey detailing surplus/deficit incurred for the provision of management services by the SID for the period 2000–2011 (projected).

Governance

Dr. Green introduced the Standing Committee Reports and asked Board of Representatives to provide summaries. Dr. Swerlick reviewed the Committee on Membership report and asked the Board to consider the addition of a significantly reduced “Student” meeting registration. After discussion, the Board approved a fee of \$100 to be piloted for the 2011 Annual Meeting.

President Green reviewed the Committee on Nominations report with the Board. Discussions also centered on the criteria for a Resident/Post-Doctoral Board Representative. The group felt that a major requirement of the position is a track record of participation in SID activities/programs, including presentation of research at an SID Annual Meeting.

The Committee on Nominations put forth the following Officer/Directors: Thomas Kupper, President; Rivkah Isseroff, Vice President; and Directors, Janet Fairley and Martin Weinstock. Resident/Post-Doc Representative to the Board, Nada Elbuluk. A motion to accept the slate of nominees was made, seconded, and approved. The slate of Honorary Members was reviewed, and a motion to accept the slate of candidates was put forth, seconded, and approved.

President Green introduced the slates of nominees for the other standing committees of the SID. Discussions were had regarding the nominees for each committee, including nominees from the floor. After discussion and voting, the following were selected for election to committee.

Committee on Scientific Programs:

Sam Hwang and Sarah Millar

Committee on Education:

Suephy Chen and Lowell Goldsmith
(*ad hoc* Advisor)

Committee on Finance:

Lisa Beck

Committee on Membership:

Andrew Kowalczyk

Committee on Nominations:

Richard Clark

Alternates to the committees were also selected in event the individuals above could not accept the nomination. Selections for *ad hoc* committees were made with a note to retain the list of runners-up for consideration the following year, along with keywords relating to their area of research.

Dr. Clark reviewed the progress of the Secretary–Treasurer search. The Committee received five letters of intent from candidates indicating that they will submit a full proposal by December 15. The current STs will develop an outline with which candidates can develop their proposals.

Strategy session

During Dr. Clark’s presidency, part of the Board meeting was reserved for a strategic thinking session. The afternoon was reserved for this practice. Dr. Green began the conversation with the following question for discussion: “What do we want our meetings/membership to look like?”

The Board identified some specific areas to target, based on its mission mandates: the dissemination of scientific information via educational programming and advocacy, and the professional development of young investigators. Potential objectives to achieve these goals include extension of the current “reach” of the SID (to members and nonmember attendees presenting research at annual meetings and/or who submit articles to the *JID*); the provision and leverage of new technology methods to maximize connectivity among investigators; a comprehensive analysis of the existing structure and components of existing educational programs (including redundancy, synergistic opportunities, gaps, alignment with SID values, etc.); based on findings, the programs would be revised to produce the maximum

return on the limited human and capital resources available to the Society.

In order to explore the strategic activities identified, the Board agreed to the formation of three Task Groups: Structure and Function of Educational Programs; Technology; and Advocacy. The Structure & Function group should include the Committee on Education and was specifically charged with identifying overlap and integrative elements of Resident and Post-Doctoral activities. The Resident Retreat Program should be explored for incorporation of Post-Doc attendees (the R13 is due for re-application in August 2011).

Executive session

With no further business to discuss, the Board of Directors met in Executive Session. Upon completion of the Executive Session, the motion to close the Board of Directors meeting was made, seconded, and approved.

Table 1. Attendance at Annual Meeting

Year	Attendees
1988	600
1989	1,200
1990	930
1991	960
1992	1,058
1993	1,131
1994	1,217
1995	1,282
1996	1,316
1997	1,206
1998	1,911
1999	1,230
2000	1,159
2001	1,368
2002	1,266
2003	1,898
2004	1,554
2005	1,475
2006	1,530
2007	1,443
2008	1,528
2009	1,142
2010	1,346
2011	1,350

Table 2. Membership, 1999–2010

	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
Active	1,351	1,213	1,201	1,178	1,167	1,188	1,150	1,146	1,152	1,054	1,033	1,050
Patron	160	197	219	214	211	205	207	221	276	266	228	126
Individual	33	30	33	37	24	29	0	0	0	0	0	0
Corporate	10	12	10	7	1	1	3	3	3	4	2	2
ESDR/SID	43	42	40	41	39	41	42	46	66	67	71	65
Residents/Fellows	103	100	117	109	108	130	110	120	150	146	141	123
Honorary	48	47	47	47	50	46	48	47	47	48	53	58
Life Member	10	12	24	24	21	24	28	30	30	31	12	29
Total membership	1,758	1,653	1,691	1,657	1,621	1,664	1,588	1,613	1,724	1,616	1,540	1,453
New members included in above figures	128	119	130	130	122	155	164	160	188	188	121	129

Table 3. Balance sheet as of December 2010**Income**

Dues	\$363,227
Registration fees	\$623,615
Interest income	\$6,012
Journal income	\$925,169
Other income	\$396,075.79
Contributions	\$43,803
Total income	\$2,357,902

Expenses

SID office	\$325,685
JID office	\$541,404
Annual Meeting	\$691,447
Committees	\$90,784
Awards	\$0
Other meetings	\$0
Other expenses	\$535,429
Total expenses	\$2,184,750
Net income (loss)	\$173,153

Table 4. Income statement for year ending December 31, 2009**Assets**

Cash and cash equivalents	\$753,628
Investments in marketable securities	\$1,281,905
Royalty receivable	\$242,952
Prepaid expenses	\$62,534
Deposits	\$0
Property and equipment net of accumulated depreciation	\$13,273
Total assets	\$2,354,292

Liabilities

Unearned revenue	\$250,655
Accounts payable	\$287,202

Net assets

Unrestricted	\$82,844
Temporarily restricted	\$1,733,591
Net assets	\$1,816,435

Total liabilities and net assets

Total liabilities and net assets	\$2,354,292
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The Society for Investigative Dermatology Statement of Financial Position, December 31, 2009.

Table 5. Current cash assets, December 31, 2000–2010

	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000
Operating fund	\$837,604	\$514,664	\$784,752	\$1,366,464	\$1,212,928	\$781,140	\$842,375	\$747,517	\$342,510	\$233,353	\$271,855
Named funds											
Beerman	\$70,753	\$64,380	\$48,742	\$74,937	\$78,151	\$70,778	\$68,473	\$63,965	\$57,500	\$65,741	\$71,326
Blank	\$61,481	\$54,675	\$41,742	\$62,922	\$64,200	\$57,044	\$58,520	\$56,016	\$49,489	\$55,961	\$56,234
Montagna	\$76,570	\$70,326	\$52,481	\$92,981	\$100,208	\$88,667	\$88,524	\$82,378	\$71,869	\$83,328	\$88,692
Kanof	\$61,657	\$56,187	\$45,211	\$69,247	\$72,392	\$64,339	\$62,594	\$58,759	\$54,389	\$63,421	\$68,948
Gigli	\$675	\$740	\$805	\$935	\$935	\$1,000	\$0	\$0	\$0	\$3,579	\$10,750
Stone	\$89,157	\$89,012	\$89,146	\$85,146	\$83,259	\$80,518	\$80,080	\$80,328	\$78,967	\$77,488	\$0
Farber	\$267,437	\$255,102	\$211,302	\$319,103	\$300,193	\$291,056	\$305,478	\$289,564	\$259,189	\$0	\$0
Kligman/Frost	\$53,161	\$51,665	\$46,807	\$45,820	\$0	\$0	\$0	\$0	\$0	\$0	\$0
JID Fund	\$660,449	\$576,840	\$443,577	\$701,061	\$703,792	\$605,856	\$663,254	\$639,573	\$632,979	\$734,180	\$737,758
Total	\$2,178,943	\$1,733,591	\$1,764,565	\$2,818,616	\$2,616,058	\$2,040,398	\$2,169,298	\$2,018,100	\$1,546,892	\$1,317,051	\$1,305,563